DEPARTMENT OF WORKFORCE DEVELOPMENT DIVISION OF WORKFORCE SOLUTIONS ADMINISTRATOR'S MEMO SERIES

____ ACTION <u>X___</u> NOTICE 06-02

ISSUE DATE: 01/30/2006 DISPOSAL DATE: Ongoing

*PROGRAM CATEGORIES:

____AS ___FM ___ML ___TR
___CC __FL ___NA ___W-2
___CS ___IT ___RA ___WIA
__CF __JC ___TC
___CR __LM _X_TA

To: Job Service District Directors

From: Bill Clingan

Division Administrator

RE: TAA Manual

PURPOSE: To transmit the Trade Adjustment Assistance (TAA) Act Policy Manual to staff.

BACKGROUND: This TAA Manual was revised in January 2005. Training has been provided to TAA staff on the changes. In the future, an administrator's memo will be used to transmit the changes to the TAA Manual.

POLICY: This TAA Manual reflects operating policy and procedures. This TAA Manual is available on line at http://www.dwd.state.wi.us/dws/programs/dislocated/pdf/taa_manual.pdf.

CONTACT: Jerry Kluge, 608-266-3134 or email: gerald.kluge@dwd.state.wi.us.

* PROGRAM CATEGORIES:

AS--Apprenticeship FM--Financial Management Standards Requirements

CC--Child Care FL--Foreign Labor Certification CS--Child Support IT--IT Systems

CF--Children First JC--Job Center
CR--Civil Rights LM--Labor Market Information

ML--Migrant Labor NA--Native American Services RA--Refugee Assistance TC--Tax Credit Programs TA--Trade Assistance TR--Transportation W-2--Wisconsin Works WIA--Workforce Investment Act